

Town of Westerly Housing Authority

5 CHESTNUT STREET, WESTERLY, RHODE ISLAND, 02891

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**REGULAR MEETING
COMMISSIONERS**

BOARD OF

**TUESDAY FEBRUARY 12, 2013
COURT**

6:00PM CHESTNUT

CALLED TO ORDER/PLEDGE OF ALLEGIANCE

The regular meeting of the Board of Commissioners was called to order by the Vice Chairman Gary Murano. Present for roll call were Commissioner Gary Murano, Commissioner Katherine Vacca, Commissioner Michael Gulluscio. Also present were the interim Executive Director William Quirk and Attorney George Comolli. Commissioner Brian Lumnah and Commissioner Lauren Materese were excused from the meeting. The Vice Chairman called the meeting to order at 6:00PM. The Vice Chairman declared a quorum present.

MINUTES

Commissioner Gulluscio made a motion to accept the minutes of the January 8, 2013 meeting. Seconded by Commissioner Vacca. The motion passed

TREASURER'S REPORT

There were no questions on the treasurer's report as presented by the Executive Director.

Commissioner Gulluscio made a motion to accept the General Ledger Account report. Seconded by Commissioner Vacca. The motion passed.

Commissioner Gulluscio made a motion to accept the Check Register Report. Seconded by Commissioner Vacca. The motion passed.

Commissioner Gulluscio made a motion to accept the Bank Account report. Seconded by Commissioner Vacca. The motion passed

SECRETARY/EXECUTIVE DIRECTOR'S REPORT

The Executive Director discussed with the Board the Capital Fund Projects:

1 - Replacement windows on the remaining 3 family sites has been completed.

2 – Handicapped ramps will be stained as soon as the weather allows.

3 – Chestnut Court Community Room – Ceiling has been completed.

The floor has been

stripped and refinished.

4 – Park View Community Room – Ceiling will be done the end of March 2013.

The Executive Director informed the Board that Hurley, O'Neill & Company, P.C. have begun the 2012 Audit. Due to the snow storm

Friday, February 8, 2013 they were unable to finish the Audit. They will return within the next two weeks and finish the audit.

The Executive Director informed the Board that the Family Site Waiting List will be open Monday, February 25, 2013, from 9:00am – 3:00pm.

The Executive Director asked Vice Chairman Murano to investigate the possibility of Stillman Uniforms, a local uniform company, if they could supply our maintenance staff with uniforms. They responded in the affirmative and submitted prices. After much discussion Commissioner Gulluscio made a motion to award the contract to Stillman Uniforms. Seconded by Commissioner Vacca. The motion passed.

The Executive Director informed the Board that he had a contractor look at the stairs outside of building C at Chestnut Court which are falling apart. The stairs can be fixed, however, we will have to wait until the weather breaks.

The Executive Director, in the absence of the Section 8 Specialist, asked the Board to allow him to work the hours necessary to accomplish the work load. The Executive Director contract calls for him to work a maximum of 20 hours a week unless the Board approves more hours. A motion was made by Commissioner

Gulluscio to allow the Executive Director to work the hours he deemed necessary. Seconded by Commissioner Vacca. Motion passed.

TENANT INPUT

The tenants are concern with the mail boxes as they are unable to hold large envelopes and small packages. The Executive Director was asked to look into the situation.

The tenants are concerned with the tenants in the house to the right of the drive walking their dogs on Housing Property and not cleaning up after them. We will look into it, perhaps put some private property signs up.

Irene Gledhill was disappointed that she did not get a response to her letter she gave to Attorney Comolli at the January meeting. The Executive Director apologized and the Attorney set up a meeting for Tuesday, February 19, 2013 at 3:30pm.

BILLS AND COMMUNICATION

A report indicating all bills were paid was presented.

REPORT OF COMMITTEES

No Report

UNFINISHED BUSINESS

Review of Executive Director Selection

Commissioner Gelluscio made a motion to table the review. Seconded by Commissioner Vacca. The motion passed.

Vice Chairman Murano set a special meeting for review of Executive Director selection for Monday, February 18, 2013 at 5:00pm at Chestnut Court.

NEW BUSINESS

No New Business

Vice Chairman Murano made a motion to meet at Park View at 6:00 pm on Tuesday March 12, 2013. Seconded by Commissioner Gelluscio. Motion passed.

Vice Chairman Murano made a motion to adjourn the meeting at 6:25pm. Seconded by Commissioner Gelluscio.

Respectfully Submitted,

_____ **Date** _____

J. William Quirk
Secretary